

### Registrar of Voters

	<b>No of Staff</b>	Tn Admin Recommendations	2005 Dept Requests	2004 Expended 12/30/03	2004 Appropriation	2003 Actual	2002 Actual	2001 Actual	2000 Actual	1999 Actual	1998 Actual
Salaries Management	<b>4.0</b>	\$3,720	\$3,720	\$1,860	\$3,720	\$3,152	\$3,613	\$3,507	\$3,405	\$3,307	\$3,319
Salaries Election Workers	<b>75.0</b>	\$30,000	\$30,000	\$6,996	\$15,000	\$28,877	\$12,347	\$28,513	\$27,100	\$43,595	\$7,723
<b>PERSONAL SERVICES</b>	<b>79.0</b>	<b>\$33,720</b>	<b>\$33,720</b>	<b>\$8,856</b>	<b>\$18,720</b>	<b>\$32,029</b>	<b>\$15,960</b>	<b>\$32,020</b>	<b>\$30,505</b>	<b>\$46,902</b>	<b>\$11,042</b>
Communication Postage		\$4,300	\$4,300	\$2,457	\$4,000	\$4,336	\$3,414	\$4,251	\$3,644	\$4,781	\$4,161
Communication Election Coding		\$4,000	\$4,000	\$0	\$2,000	\$2,943	\$3,244	\$3,293	\$2,584	\$4,166	\$1,960
Communication Printing of Ballots		\$6,450	\$6,450	\$2,973	\$5,000	\$6,450	\$4,380	\$5,780	\$6,076	\$6,638	\$3,845
Communication Books		\$3,000	\$3,000	\$2,306	\$3,000	\$2,812	\$2,860	\$2,892	\$2,134	\$2,311	\$1,018
<b>PURCHASE OF SERVICES</b>		<b>\$17,750</b>	<b>\$17,750</b>	<b>\$7,736</b>	<b>\$14,000</b>	<b>\$16,541</b>	<b>\$13,898</b>	<b>\$16,217</b>	<b>\$14,438</b>	<b>\$17,896</b>	<b>\$10,984</b>
Office Supplies		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$587
<b>SUPPLIES</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$587</b>
<b>BUDGET TOTAL</b>		<b>\$51,470</b>	<b>\$51,470</b>	<b>\$16,592</b>	<b>\$32,720</b>	<b>\$48,570</b>	<b>\$29,858</b>	<b>\$48,237</b>	<b>\$44,943</b>	<b>\$64,798</b>	<b>\$22,612</b>

TOWN OF NATICK  
EMPLOYEE JOB/PAY

Emp #	Employee Name		Actual FY'03 Earnings	Budgetary FY'04 Scheduled Earnings	Pay Type	Level- Step	Wks	Rate	Hours	Amount	Funding (52.2 Wks) FY2005	Total Appropriation	Additional Compensation			Total Add'l Comp
													Longevity	Education	Other	
<u>Registrars:</u>																
<u>Clerk as Registrar</u>																
8204	JANE	HLADICK	\$1,200.00	<u>\$1,200</u>	BASE	A8-2		0.0000	0.0	\$100.00	1,200.00					
				\$1,200								\$1,200.00				
<u>Registrars</u>																
3358	DAVID	EATON	\$612.00	\$840	BASE	A8-2		0.0000	0.0	\$70.00	840.00					
42002	BLANCHE	EATON	\$840.00	\$840	BASE	A8-2		0.0000	0.0	\$70.00	840.00					
40026	RICHARD	PHILBEN	\$840.00	<u>\$840</u>	BASE	A8-2		0.0000	0.0	\$70.00	840.00					
												<u>\$2,520.00</u>				
			\$3,492.00	<u>\$2,520</u>								<u>\$3,720.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>

Department: Board of Registrars  
Fiscal Year 2005

LINE ITEM EXPLANATION

<u>STAFF</u>	<u>No. Positions</u>
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Management	4.0
Salaries Election Workers	75.0 Budget for 4 elections rather than 2.

Postage – An increase in voter registration by mail-in and Registry of Motor Vehicles applications causing to generate an acknowledgement notice which must be sent to the voter. Another area that has increased is absentee request.

Election Coding – Programming of voting machine prom packs associated with all elections.

Printing & Advertising – These cost are for printing of town election ballots and services related to generating census forms.

Communication Books – Printing of the Street List. The School Department and Registrars split the cost of the Street List.

Department: Board of Registrars

Fiscal Year 2005

## OPERATIONAL OBJECTIVES

<u>STAFF</u>	<u>No. Positions</u>
Management	4
Supervisory	0
Operational Staff	75

The Registrars are responsible for conducting voter registration sessions.

Whenever a recount is necessary the Registrars are the deciding vote in determining the intent of the voter when a ballot is challenged.

The Registrars send acknowledgements to all mail-in registration affidavits.

Certify any requests for residency requirements.

Interface with Secretary Galvin's Central Voter Registry and other city and town clerks

Update census records daily, utilizing birth, death and marriage records, property transfers and final water bill request forms. These records are downloaded to a disc and made available for sale.

After elections, scanning of individual voter records into the Central Voter Registry System produces a disc of exactly who voted in what election. This is also made available for sale.